

**MAINE DEPARTMENT OF LABOR**  
**Bureau of Unemployment Compensation**

**Approved Business Training Programs for MEO Participants**

The Commissioner of Labor has approved the following list of training programs and workshop/seminar sponsoring agencies for participants of the Maine Enterprise Option Program.

As a MEO participant you are required to attend one of the approved training programs listed below. Please note that while you may choose the training program that best meets your needs, you will be responsible for paying any fees or tuition charges and meeting any other admissions requirements of the training provider.

- **FASTRAC Planning™** is offered in communities around the state in partnership with USM's Center for Entrepreneurship and Small Business and Heart of Maine Resource Conservation. FASTRAC Planning is appropriate for existing or more experienced small businesses. For more information: Center for Entrepreneurship and Small Business, University of Southern Maine, 68 High St., Portland, ME 04101, (207) 780-5919, email [cesb@usm.maine.edu](mailto:cesb@usm.maine.edu), or Heart of Maine 207-368-4433. [www.fasttrac.org](http://www.fasttrac.org) (*fee charged, scholarships available*)
- **NxLevel Business Plan Basics** is offered to participants as part of the *Incubator without Walls* programs, coordinated through Penquis Community Action. This training is most appropriate for those wanting to explore self-sufficiency through self-employment and existing microbusinesses as they determine next steps for growing their businesses. For more information: Penquis Community Action. 207-973-3612. [www.penquiscap.org](http://www.penquiscap.org).
- **New Ventures™** is offered by Women, Work, and Community. It is based on the development of a written business plan and entrepreneurship skill building. New Ventures has been a UI approved training for several years. This training is appropriate for start-up microenterprises and those seeking to become self-employed. For more information: Women, Work, and Community, 46 University Drive, Augusta, ME 04330-9410. (207) 621-3440. [www.womenworkandcommunity.org](http://www.womenworkandcommunity.org). (*no fee. Application required*)
- CEI's **Women's Business Center workshops** and seminars cover a range of topics, including e-commerce and Quickbooks, mostly geared towards existing and growing small and micro- businesses. The WBC is supported in part by the Small Business Administration. For more information: Coastal Enterprises, Inc., P.O. Box 268, Wiscasset, ME 04578. (207) 882-7552. [Cei@ceimaine.org](mailto:Cei@ceimaine.org). [www.ceimaine.org](http://www.ceimaine.org) (*no fee. Registration required*)

- **The Basics Of Starting a Business** is a three-part seminar co-sponsored by CEI's Women's Business Center and the Maine Centers for Women, Work, and Community. Offered six times a year in different communities, intended for those in the initial planning stages of a business. For more information: Contact either MCWWC or CEI. See above. *(no fee. Registration required)*

- **Maine Small Business Development Centers** offers workshops/seminars on special topics, often in partnerships with banks, other federal agencies or local economic development organizations through eight regional offices. For more information: Maine Small Business Development Centers, 15 Surrenden Street, Portland, ME 04104-9300. (207) 780-4810 [msbdc@usm.maine.edu](mailto:msbdc@usm.maine.edu) [www.mainesbdc.org](http://www.mainesbdc.org) *(no fee. Registration requested)*

- **SCORE** (Service Corps of Retired Executives) sponsors workshops/seminars through local chapters. For more information: SCORE, 40 Western Ave., Augusta, ME (207) 622-8509. [www.score.org](http://www.score.org) *(minimal fee charged)*

- **University of Maine Cooperative Extension Service** offers workshops/seminars, often focused on home-based enterprises. For more information: Cooperative Extension, 106 Libby Hall, Orono, ME 04469. 1-800-287-0274. [www.umext.maine.edu](http://www.umext.maine.edu)

- Business courses or classes at **accredited public and private post-secondary schools**. For more information: Finance Authority of Maine 1-800-228-3734, Maine Educational Opportunity Center 1-800-281-3703. Ask for the Postsecondary Guide of Maine.

**Seminars and training schedules and other business information available online:** [www.mainebusinessworks.org](http://www.mainebusinessworks.org).